



**Foxhall Community Association
Board of Directors Meeting
February 7, 2019 7:00pm
South Bay Fire Department**

MEETING MINUTES

Members:

Robert Jackson,
Bert Lewis,
Don Noyes,
Chea Miller,

Absent: Keith Long

Guests Present:

Theresa Lowe
Lynn Lewis
Donna Bosshard
Gary Johnston
Judy Johnston
Paul Carlson
Rob Armstrong
Rose Eilts
Greg Darnell
Michelle Garner

Called to Order at 7:00

Review of previous minutes: January 17, 2019 minutes were approved as amended: two items were brought up. The first a simple comment the author had entered in brackets, a reminder regarding the need for a Bylaw change to reflect the dues at \$300. It was removed. Chea then said he had had two motions on the floor, one to require three bids on all contracts from licensed, bonded contractors, and a second to forbid boarder's access to trails. He did rescind that but not the first one. After further discussion, Chea said he had only rescinded the one motion regarding boarder access to the trails and the other re three bids on contracts was not a motion but a discussion.

Treasurers Report: Don presented a report showing a checking account of \$25,966.48 and a reserves/Savings Account of \$40,711.32. as 1/15/19. 13 members have not yet paid their FY2018-19 Association dues.

Budget Report: Don presented a reworked budget reflecting the questions that had come up at the previous board meeting (see minutes of the Jan 17th board meeting). Chea announced he had a bid on the mowing which was lower than expected and the budget should be changed to reflect that. Don said he'd again change the budget and get the revised copy to Bert in the morning for the mailing. Don made a motion to accept the changes proposed and send it to the members: MSP

Don then presented his plan to assess lot owners for the 42nd Ct road repair, saying the repair cost will be levied against 22 lot owners at approximately \$76.00 each. He will prepare a cover letter which Carolyn will attach to the assessment and mail in the very near future.

Don further reported that he has changed his mind regarding two signatures on all checks. Banks don't like the two signatures. He and Carolyn are working out a system to ensure transparency and that the Treasurer is involved in the process.

Don further reported that the Association should be filling out IRS form 1099 and will do so in the future. This records work done for work of more than \$600 per year per year starting with our 2019 IRS forms. We also do IRS 1128 re interest.

Facilities Report

Park One swing set is solid wood, but will be repaired by the Trails committee. Bert was changed with taking the tire off the swing pending repair.

Moles — three moles removed at park and pond.

Two bids have come in, two more say they will bid in the near future.

Bert had a good meeting with the Vannersons re property line.

Trails Committee Quarterly Report

Greg Darnell presented a complete report including recent success, trail budget and spending update, 2019 Trail Safety Projects, Retention Pond update, and a Canyon Trail update. He asked that a copy of the trifold trail map be included in the mailing to the membership regarding the budget. It was MSP to include the trifold.

Top immediate issue for immediate work is the punch list for the retention pond repair.

Some discussion of the canyon trail and if horses will be allowed there. No resolution at this time.

Johnston Insurance update:

Board members met with Gary and Judy Johnston and reviewed their commercial equine liability policy and their hold harmless agreements. At the end of about an hour, all members of the board were satisfied that the Johnston insurance situation is fine, and there will be no further action on the issue. On another issue, the Johnstons will send a list of their donations to Don.

General discussion regarding the budget mail-out and time to respond and the timing of the budget meeting. It was agreed that the membership will have 14 days to respond and then the Board must review any comments followed by the final bailout and budget meeting date. Theresa Lowe commented that written comments are not sufficient, and that we should have an open discussion with all members. It was MSP to mail ASAP revised budget and trifold with cover letter including 14 day deadline for replies and next meeting date.

Some discussion of how donations will be tracked in a budget but no resolution.

Discussion of how to move to electronic communications (email) with the membership (see RCW 24.03.009). Got somewhat off tract discussing differences regarding notifications of full membership association meetings vs board meetings. It was MSP to ask membership to respond regarding acceptance of electronic communication in the immediate mailout.

It was moved, seconded, and passed unanimously that the meeting be adjourned at 9:02 PM

Presented by Bert Lewis in the absence of the Secretary Keith Long



Trails Committee Report

February 7, 2019

From: Foxhall Trails Committee
Greg Darnell, Chair

To: Foxhall Board of Directors

1. Recent Success:

- Trail project recent success (Oct. 2018- Jan. 2019)
 - Canyon Trail phase 1: more trail rock for safety, blew fall leaves
 - 2018-2019 Project 8: spread one load trail rock (2 loads budgeted)
 - 2017-2018 Project 29: reduce trail grade by Lot 53 for safety
 - 2017-2018 Project 11: add 4-foot culvert extension, add more trail rock
 - 2017-2018 Project 27: replace culvert and add swale with rock spalls
 - 2018-2019 Project 3: board approved trail name map
 - Retention Pond: punch list approved by board with \$650 budget
 - Retention Pond: Two 4-hour/5-person volunteer work parties so far, more to come
 - 2018-2019 Project 2: started rock check dams by pond outfall pipe
 - 2018-2019 Project 3: have router stencils, stain, starting signs
- Trail Use Guidelines draft. A nifty tri-fold with approved trail name map on front side, and draft trail use guidelines on the back side. Follows through on recommendation from Foxhall attorney trail rules letter dated July 7, 2016. Recommend board mail to entire membership, accompanied with questionnaire that could be returned with written comment and member name.



2. Trail Budget and Spending Update:

Spending Update: 2018-2019 Trails Projects

<u>Date</u>	<u>Project</u>	<u>Amount</u>	<u>Payee</u>	<u>Description</u>
11-09-2018	1	\$120.90	Miles S&G	Trail rock
11-09-2018	1	\$70.14	Keith Long	Haul trail rock
11-09-2018	2	\$212.57	Kennedy Creek	Rock spalls
11-09-2018	2	\$140.27	Keith Long	Haul rock spalls
11-09-2018	8	\$133.93	Miles S&G	Trail rock
11-09-2018	8	\$70.14	Keith Long	Haul trail rock
02-04-2019	3	\$137.55	Home Depot	Stain for signs
02-04-2019	4	\$137.56	Home Depot	Stain for benches

Totals **\$1,023.06** (Budget is \$4,400)

Spending Update: 2019 Retention Pond Maintenance Punch List

<u>Date</u>	<u>Project</u>	<u>Amount</u>	<u>Payee</u>	<u>Description</u>
01-21-2019	Pond	\$75.96	HD Fowler	Bentonite
01-21-2019	Pond	\$43.56	Olympia Sheet Metal	Sheet metal

Totals **\$119.52** (Budget is \$650)

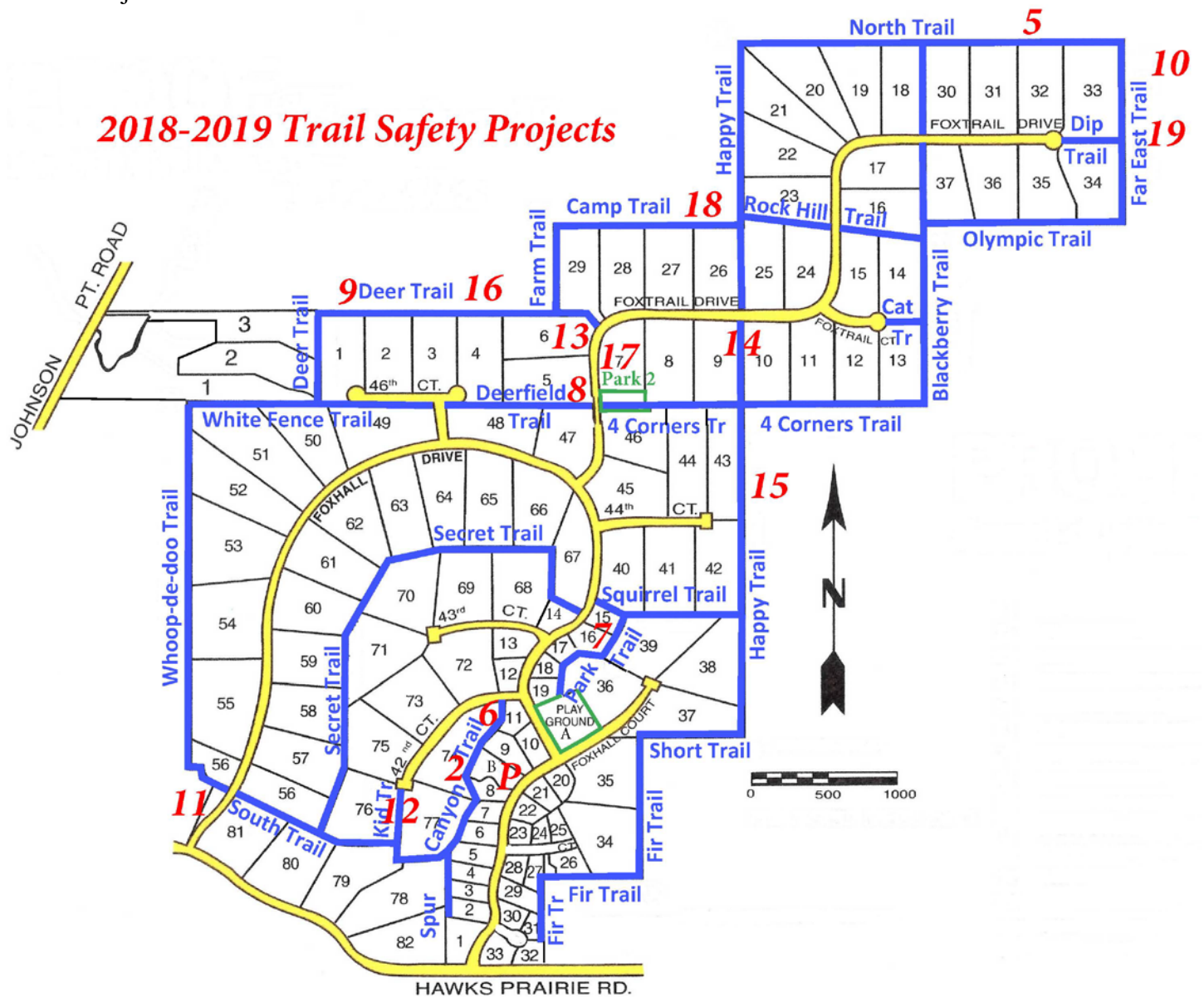
Budget vs. Spending Update:

2018-2019 Project	Description	Budget	Spending	Percent Complete
1	Rock material for small repairs	\$1,200	\$191.04	16%
2	Drainage channel protection in Tract I (along lots 5 – 8)	\$400	\$352.84	10%
3	Trail naming, signs, & maps (with naming to Fire Dept.)	\$500	\$137.55	28%
4	Half-log benches (4)	\$300	\$137.56	46%
5	North Trail: regrade cross slope, add trail rock (along lot 32)	\$400	\$0	0%
6	Canyon Trail: clear veg., add trail rock (Tract A, lots 9 & 11)	\$600	\$0	0%
7	Park Trail: fabric & trail rock in Tract H (along lots 15 & 16)	\$600	\$0	0%
8	Deerfield Trail: trail rock (along lot 47)	\$400	\$204.07	50%
9	Deer Trail: clear veg., grade drainage swale (along lots 1 & 2)	\$0	\$0	0%
10	Far East Trail: clear vegetation, re-align trail (along lot 33)	\$0	\$0	0%
11	Whoop-de-doo Trail: clear blackberry problem (along lot 81)	\$0	\$0	0%
12	Kid Trail: clear encroaching brush (along lots 76 & 77)	\$0	\$0	0%
13	Deer Trail: clear encroaching brush (along lots 6 & 29)	\$0	\$0	0%
14	Happy Trail: clear tree clusters for safe crossing (lots 9 & 10)	\$0	\$0	0%
15	Happy Trail: clear scotch broom problem (along lot 43)	\$0	\$0	0%
16	Deer Trail: clear scotch broom problem (along lot 4)	\$0	\$0	0%
17	4 Corners Trail: identify Park 2 boundary with posts & rocks	\$0	\$0	0%
18	Camp Trail: regrade cross slope, add trail rock (along lot 26)	\$0	\$0	0%
19	Dip Trail: reduce steep grade, add trail rock (lots 33 & 34)	\$0	\$0	0%

3. Coming Soon:

As we can organize work parties, we will continue to work away at our project list. Our work parties typically consist of 4 to 10 volunteers and last 2 to 4 hours and occur twice a month. Sometimes we start a bigger project and work on it for several days until completed. We anticipate our next few projects will be:

- Retention Pond punch list – continue until completion.
- Projects 2 & 6
- Project 9
- Project 5
- Project 18
- Project 19
- Project 3

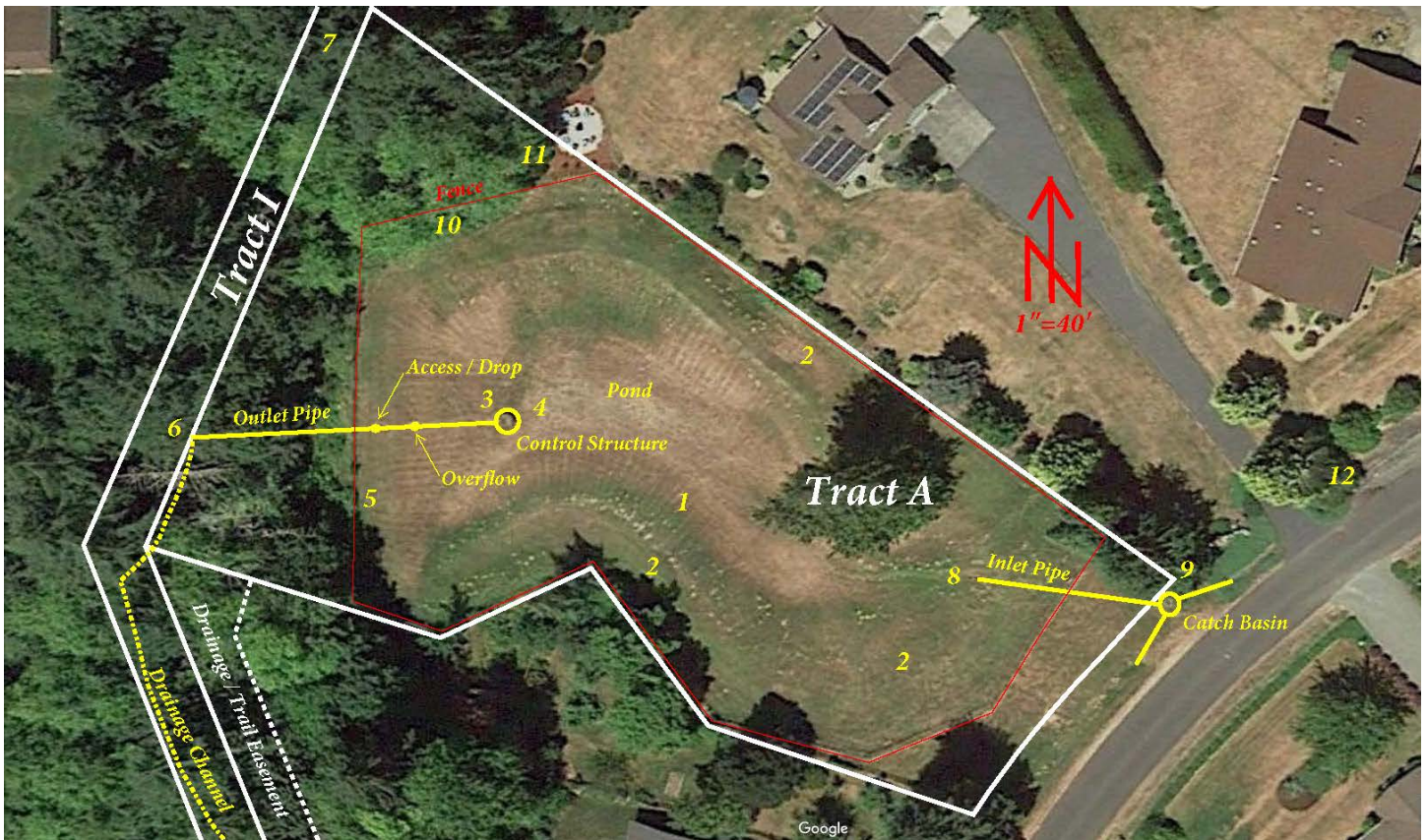


4. Retention Pond punch list update:

We had a 4-hour work party on January 21 with 5 volunteers and worked on punch list items 1, 2, and 5. Upon closer examination of the compromised area of punch list item 3, we found the bottom of the 24-inch corrugated metal pipe culvert had a hole rusted in the bottom invert near the control structure. The good news is the pond water was not flowing underground along the pipe bedding as we originally suspected – it was flowing into the pipe through the hole. We patched the hole with a 4'x5' sheet of galvanized sheet metal and galvanized screws. We bedded the pipe with a mix of crushed rock and bentonite to seal leaking either in or out of the pipe at that location. Now the pond outflow will go through the orifice control structure as it should. We recommend inspection of the entire length of this 24-inch culvert come dry season to evaluate if any other rust holes exist. We believe it is critical importance to inspect and maintain this pipe. HDPE liners are available at reasonable cost if appropriate. Replacement of this 24-inch culvert would not only be a significant cost, we should avoid cutting into the pond berm.

We had a 4-hour work party on January 25 with 5 volunteers and worked on punch list items 6 and 10. We borrowed into our Project 2 stockpile of quarry rock because our truck was broke down, but we'll replace that rock with our pond budget when we have a truck to haul.

We still need to buy the quarry rock and some chain link fence parts as budgeted. We still need a board member to reach out contact for punch list items 9 and 11. We will continue to schedule work parties and make progress on the punch list.



5. Canyon Trail update:

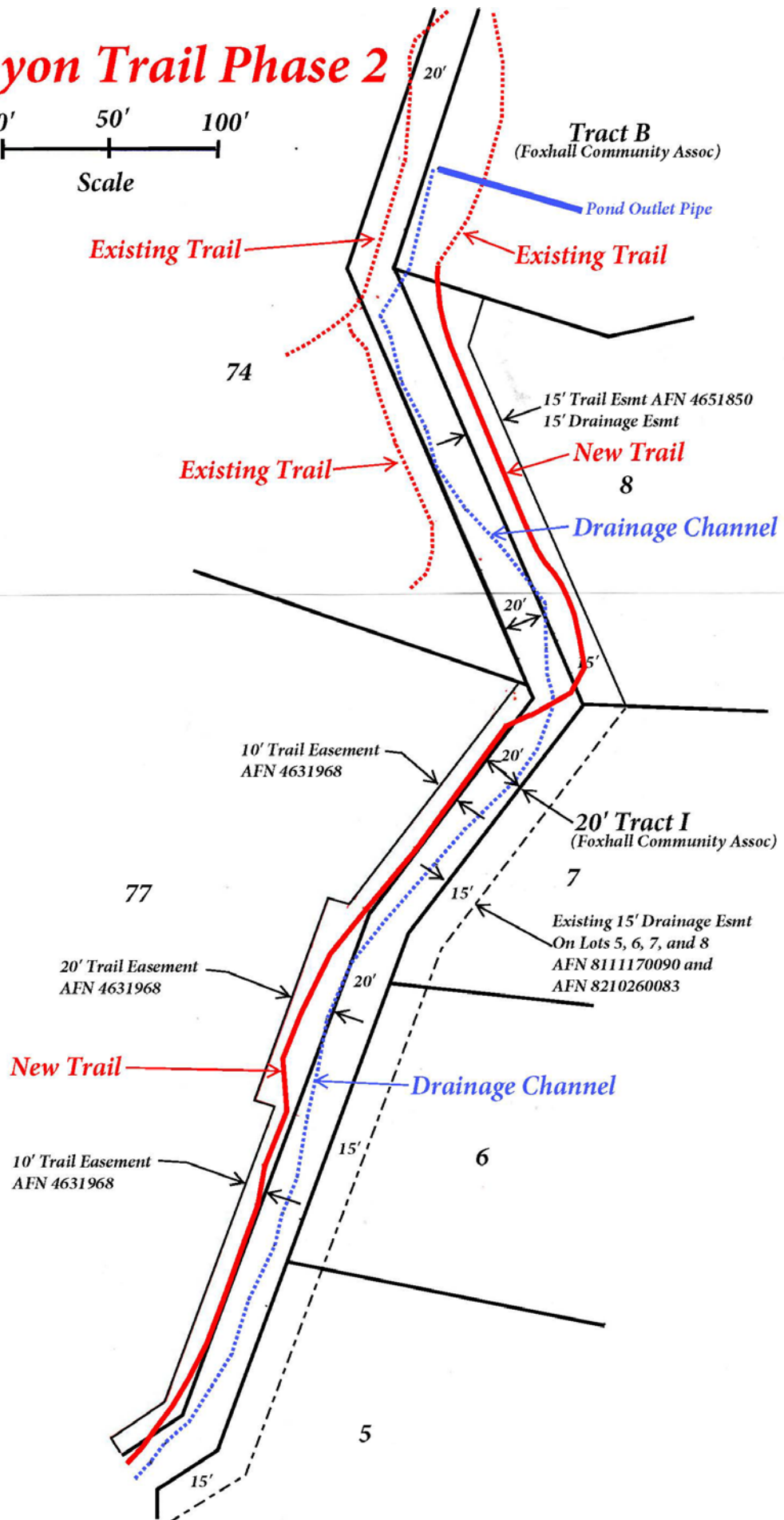
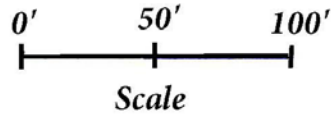
The Canyon Trail phase 2 is identified on the map below in red. This trail was created October 26, 1982 with the final plat map and protective covenants recorded under AFN 821020083 and deeds recorded under AFN 8210280088 (documents available on Foxhall website). This is the last section of trail for us to get opened back up. It belongs to all Foxhall members, and it's an obligation of the corporation to keep it maintained.

Over the past 2 years, your Trails Committee has provided many extensive and detailed reports to the board, both verbal and in writing, before and after each step was accomplished for the Canyon Trail. Last year we located all of the property corners, upgraded the Phase 1 Canyon Trail to national park trail standards, replaced the washed out culvert with a beautiful bridge built to back country equestrian standards, and secured trail easements from adjacent lots 8 and 77 to keep the Canyon Trail separated from the drainage channel that meanders within Tract I. All of this was completed 100% by volunteer labor, volunteer equipment, donated materials, and donated easements for the benefit of all members of Foxhall at absolutely no cost to Foxhall.

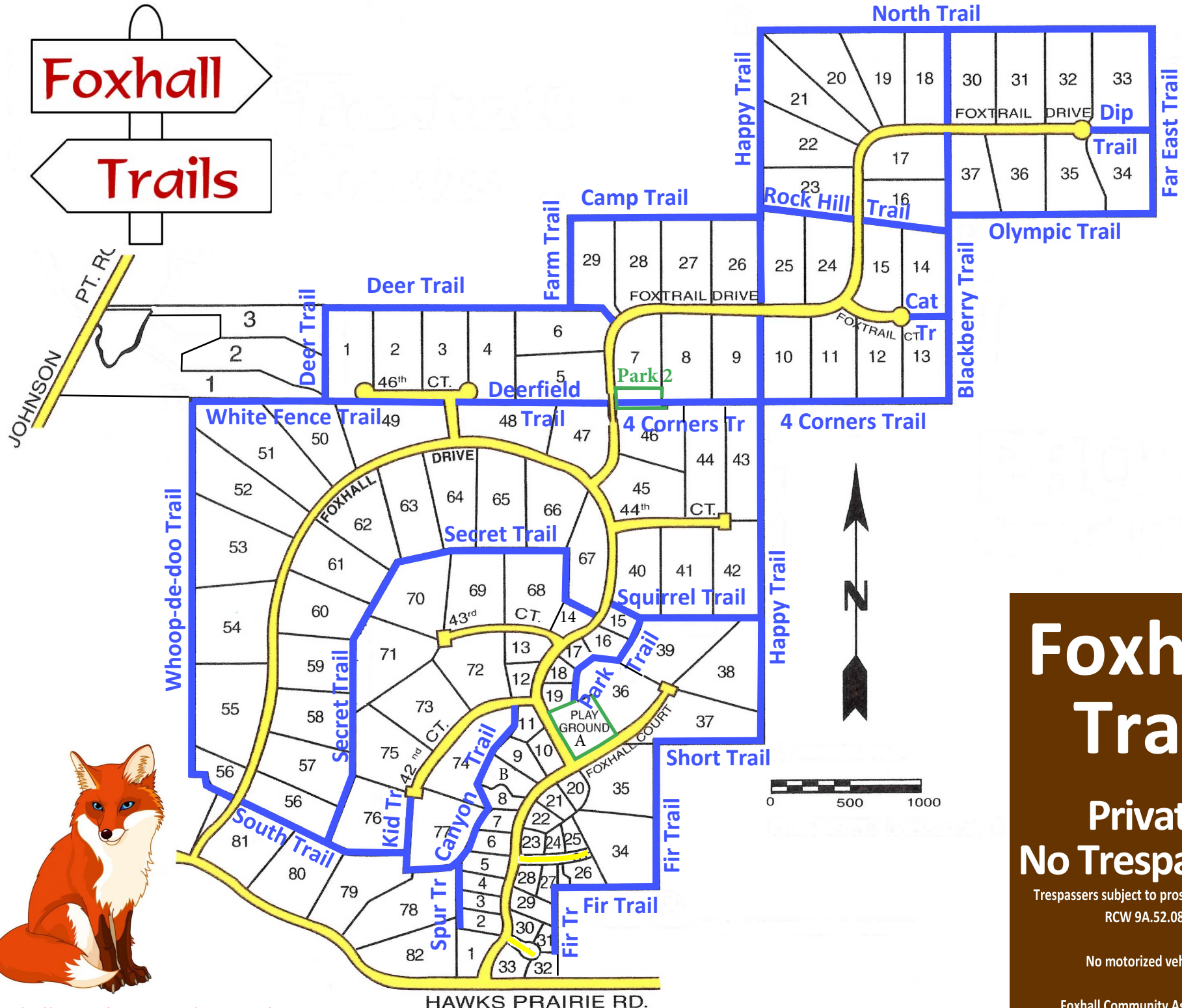
This year's Trail Committee budget includes \$400 for quarry rock for drainage channel protection that we want to get in place right away. This maintenance was last done in 1993 by an Eagle Scout project. We've been fortunate to have a dry winter so far, but that might not hold out, and the drainage channel needs this protection. The entire length of the Phase 2 Canyon Trail is staked and ready to build. This section is a hand tool and hand labor finesse job that we need to build in order to transport the quarry rock into place, and to maintain the drainage channel going forward. The drainage channel provides a physical barrier that separates the Canyon Trail alignment from the existing Lot 74 quad trails that run through Tract I, and we'll transplant some ferns for additional physical separation.



Canyon Trail Phase 2



Foxhall Trails



Foxhall Board Approved: December 12, 2018

Foxhall Trail

Private No Trespassing

Trespassers subject to prosecution under
RCW 9A.52.080

No motorized vehicles

Foxhall Community Association

Trail Use Guidelines

1. Foxhall Trails (the trails) are private tracts of land owned by Foxhall Community Association Inc.
2. The trails are private and not for use by the general public.
3. The trails are for the use and benefit of the residents of Foxhall. Residents are persons living in Foxhall. "For the benefit of" means consistent and compatible with historical uses of the trails.
4. The trails are for recreational use.
5. The trails are for equestrian, pedestrian and bicycle use. Pedestrians may walk their pets.
6. Motorized vehicles are not allowed, except for maintenance or emergency situations or other cases approved by the board.
7. Maintenance costs are covered by Foxhall Community Association member dues; donations are acceptable.
8. A Trails Committee has been formed to maintain and improve the trails as delegated by the Board.
9. Trails may be closed by the Trails Committee due to hazardous or unsafe conditions or for repairs or improvements.
10. Report any trail hazards or obstructions to a board member. See Foxhall website for contacts. Foxhall98516.org

Trail Courtesy

1. All trail users should act in a prudent, careful manner and consider the safety of others.
2. Keep to the right side of the trail when passing trail users coming from the opposite direction.
3. Slow horses to a walk, announce your presence to other users, wait for a safe place to pass, pass at a walk in single file.
4. Walkers and bicyclists should announce themselves to horseback riders, moving to the side of the trail while remaining visible, to avoid spooking horses.
5. Riders should not allow their horses to approach or come in contact with horses turned out in fields adjacent to the trails.
6. All trail users must stay on designated trails and must not enter private property.
7. Riders should wear approved safety helmets.
8. Pets should be under control by means of a leash or voice control. Dog walkers please carry bags and pick up your dog's poop.
9. Do not litter.
10. Report violations to a board member – do not confront. See Foxhall website for contacts. Foxhall98516.org

